

**THE PUBLIC INTEREST ENERGY RESEARCH (PIER) PROGRAM**  
ENERGY SYSTEMS RESEARCH OFFICE  
ENERGY SYSTEMS INTEGRATION

**REQUEST FOR PROPOSALS**

**RFP # 500-08-502**

***Research, Development, and Demonstration Projects:***  
Defining the Pathway to the California Smart Grid of 2020



State of California  
California Energy Commission  
February, 2009

Questions or clarifications about this RFP should be directed to:

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This RFP is available on the following Web Sites:

**Energy Commission** <http://www.energy.ca.gov/contracts>  
**California State Contracts Register** <http://www.cscr.dgs.ca.gov/cscr/>

The Terms and Conditions for this RFP are available at the following Web Sites:

**General Terms and Conditions:**

<http://www.energy.ca.gov/contracts/pier.html>

**PIER CONTRACTORS' GENERAL INFORMATION:**

**PIER Terms and Conditions-** Standard PIER Terms and Conditions

**UC Campuses:**

[Please contact the Contracts Officer listed above for a copy of the UC terms and conditions.](#)

**U.S. Dept. of Energy Labs:**

[http://www.eere.energy.gov/state\\_energy\\_program/state\\_agreements.cfm](http://www.eere.energy.gov/state_energy_program/state_agreements.cfm)

**California Energy Commission and Department of Energy**

Copies of this RFP may be obtained by writing or calling:

California Energy Commission  
1516 Ninth Street, MS-18  
Sacramento, California 95814  
Telephone: (916) 654-4392  
FAX: (916) 654-4423

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## I. Introduction

### RFP Organization

This Request for Proposals (RFP) is organized into the following sections:

Section I	Introduction
Section II	Goals and Objectives of this RFP
Section III	Evaluation Process and Criteria
Section IV	Administrative Information
Section V	Proposal Format and Required Documents
Section VI	RFP Attachments (Including Forms)

### Key Activities and Dates

Key activities and dates for this RFP are presented below. This is a tentative schedule. Please call the Energy Commission Contracts Office to confirm dates.

ACTIVITY	Action Date
RFP Release	February 27, 2009
Pre-Bid Conference, Sacramento, CA	March 17, 2009
Deadline for Submittal of Questions	March 24, 2009
Distribute Questions/Answers and Addenda (if any) to RFP	April 1, 2009
<b>Due Date for Notice of Intent to Bid *</b>	April 6, 2009
<b>Publishing deadline for DVBE Advertising **</b>	April 15, 2009
<b>Deadline to Submit Proposals, no later than 3 PM</b>	April 30, 2009
Interviews with Bidders (if necessary)	May 18-19, 2009
Posting of Notice of Proposed Awards	June 1, 2009
Energy Commission Business Meeting	July 29, 2009
Agreement Start Date	August 17, 2009
Latest Project Completion Date	March 2010
Latest Agreement Termination Date	March 2011

\* **Notice of Intent to Bid is encouraged but optional.**

\*\* **Your proposal will be rejected if the first day of DVBE advertising is later than April 15, 2009.**

### Pre-Bid Conference

There will be one Pre-Bid Conference; participation in this meeting is **optional** but encouraged.

The Pre-Bid Conference will be held at the date, time and location listed below. Please call (916) 654-4392 or refer to the Energy Commission's website at [www.energy.ca.gov](http://www.energy.ca.gov) to confirm the date and time.

March 17, 2009, 10 a.m.  
California Energy Commission  
Hearing Room B; First Floor  
1516 9th Street  
Sacramento, CA 95814  
Telephone: (916) 654-4392

## I. Introduction

### **Participation through WebEx, the Energy Commission's on-line meeting service**

To participate in the meeting using the WebEx onscreen and audio functions, please first register for the meeting at: <https://energy.webex.com/>

and enter the meeting number: **927-547-778.**

When prompted, enter your information and the following meeting password: **pier@2009.**

To join this online meeting on the date and time, please following these instructions:

1. Go to  
<https://energy.webex.com/energy/j.php?ED=115187662&UID=1098965447&PW=398dc33c2d2f33130274090b>
2. Enter your name and email address
3. Enter the meeting password: [pier@2009](#)
4. Click "Join Now".
5. Follow the instructions that appear on your screen

Note: You can view more information about the meeting at

<https://energy.webex.com/energy/j.php?ED=115187662&UID=1098965447&PW=398dc33c2d2f33130274090b>.

For assistance, go to: <https://energy.webex.com/energy/mc> , then on the left navigation bar, click "Support".

### **Participation through audio only**

If you do not have computer access and wish to participate in the meeting by phone, you can call 1-866-469-3239 (toll free in the U.S. and Canada).

**\*\*Please be aware that the workshop's WebEx audio and onscreen activity may be recorded.**

### **Questions**

During the RFP process, questions of clarification about this RFP must be directed to the Contracts Officer listed in the following section. You may ask questions at the Pre-Bid Conference, and you may submit written questions up to the close of business on the day of the Pre-Bid Conference. Questions may be submitted in writing via mail, electronic mail, FAX, verbally and by phone. After the Pre-Bid Conference, question and answer sets will be mailed to all parties who requested a copy of this RFP from the Energy Commission Contracts Office and all that attended the Pre-Bid conference. The questions and answers will also be posted on the Energy Commission's website at:

<http://www.energy.ca.gov/contracts>

Any verbal communication with an Energy Commission employee concerning this RFP is not binding on the State and shall in no way alter a specification, term, or condition of the RFP.

### **Contact**

#### **TAMMY PARKISON, CONTRACTS OFFICER**

California Energy Commission

1516 Ninth Street, MS-18

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# I. **Introduction**

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## **RFP Purpose**

The purpose of this Request for Proposals (RFP) is to select two contractors best qualified to conduct Smart Grid research. One award will target a team with a utility prospective; and the second award will target a team with a technology vendor or manufacturer's prospective. For the purposes of this RFP the Prime Contractor for the utility team shall be a utility, a utility association, or a consultant representing one or multiple utilities. For the purposes of this RFP, the goal of each contract is to define in detail the elements, technologies, end-use applications, and business cases for the Smart Grid for California for the years: 2010, 2020. The research will also detail all anticipated benefits to California.

This RFP will focus on Smart Grid, but not exclusive to, the following areas:

- ☐ Identify key smart grid drivers, including the top California energy policy goals.
- ☐ Definition of "Smart Grid" for California in 2010 as a baseline year, and 2020 as the projected end point.
- ☐ Identify "Smart Grid" Technologies and the minimum number of use cases to understand the applications of these technologies.
- ☐ Identify and quantify potential costs and benefits for the prospective smart grid 2010 and 2020 periods.
- ☐ Develop plans that define "Smart Grid" Technologies
- ☐ Define the appropriate codes, standards, and protocols for the Smart Grid 2020
- ☐ Provide an implementation schedule of activities required for all technologies defined in the Smart Grid 2020.

## **Background**

In recent years, the term "Smart Grid" has become a popular buzzword. However, varying perspectives on what a Smart Grid is can be cited. Perspectives range from an emphasis on infrastructure to an emphasis on new paradigm-shifting applications in the electric power industry. For example, automation of demand response and automaton of distribution operations are some cited applications of a smart grid. Alternatively, the smart grid can be thought of as the information pipeline that enables the desired applications. A cohesive California view of the smart grid is needed. Furthermore, clarity and direction are needed to develop a comprehensive RD&D plan supporting smart grid deployment in the state of California. Critical technology areas and gaps need to be identified and linked to the potential of achieving policy-driven priorities for RD&D.

Additionally, the new National Energy Independence and Security Act signed in December 2007, include a separate title that addresses specifically what the Smart Grid of the future is expected to include. According to Section 1301 of Title XIII, the Smart Grid contains:

- ☐ Digital information and controls.
- ☐ Dynamic optimization with cyber-security.
- ☐ Distributed Resources and Distributed Generation, including renewable energy.
- ☐ Demand Response and Energy Efficiency.
- ☐ Smart technologies for metering, grid communications and distribution automation.
- ☐ Smart appliances and consumer devices.
- ☐ Advanced storage and peak-shaving technologies, including plug-in electric-hybrid vehicles (PHEVs) and thermal-storage air conditioning (A/C).
- ☐ Information and control options to consumers.
- ☐ Standards for communication and interoperability.
- ☐ Identification and lowering of barriers.

## I. Introduction

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There are numerous challenges the California electric utility industry will face while implementing the Smart Grid of the future. Among these are systems interoperability, communications and common information model standards, implementation schedules, well-defined interfaces and adapters to legacy systems. Overriding the technology issues are cost benefit justifications, risk capital investment, regulatory and stakeholder approval processes. Successful Smart Grid of the future implementation requires a well-developed framework, which accommodates a broad range of project scopes and activities delivering quantified value to stakeholders.

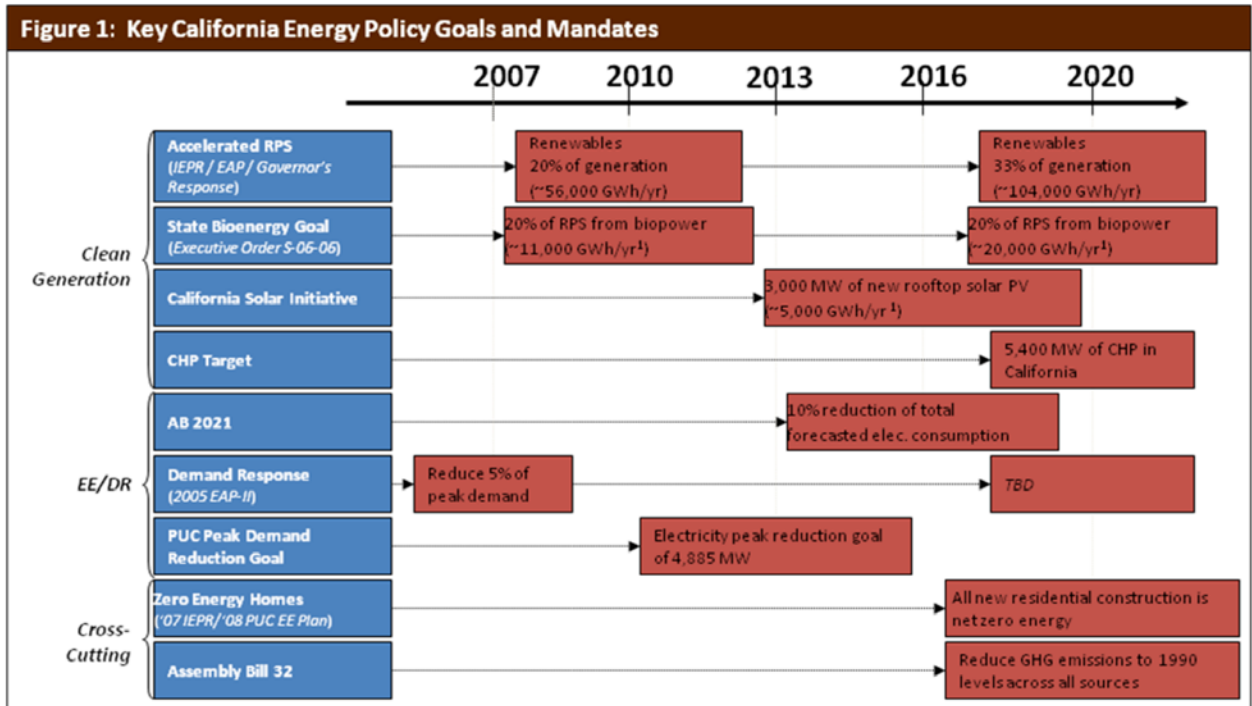
To meet these challenges, California needs to develop a definition of what the Smart Grid of the future will be in California and then develop a roadmap of key activities and accomplishments to get there. A key element of this definition and roadmap will be obtaining stakeholder consensus on the appropriate standards, codes and protocols. When developing this definition and roadmap, it will be important to include the major initiatives and policies that are currently impacting California. Some of these include:

1. The ongoing implementation of new Advanced Metering Infrastructure (AMI) systems by many of the California utilities.
2. The state's Renewable Portfolio Standard (RPS), including operating the Smart Grid of the future with a substantial increased percentage of renewable resources.
3. Greenhouse gas reduction goals, as define in Assembly Bill 32 (Nunez, Chapter 488, Statutes of 2006) and other state directives.
4. Aggressive energy efficiency and demand response goals, as defined by state directives.
5. Modernizing the aging utility grid infrastructure.
6. Meet the future energy growth needs of California with new and innovative technologies, including:
  - ☐ Utilizing existing assets more efficiently
  - ☐ Less environment impact on the state
  - ☐ Meeting stringent costs/benefit assessments
  - ☐ Provides ratepayers and customers of California new options in meeting their individual energy needs

This research effort will provide substantial information on developing this Smart Grid definition and help California move forward in implementing the Smart Grid of the future. The timing is critical because there are new and emerging products entering the marketplace almost daily and the California utilities are being pressured to upgrade their system to meet the future needs of renewable integration, increased efficiency, reduced greenhouse gas (GHG) emissions and to lower system costs. The Smart Grid of the future is expected to provide those benefits and more.

Figure 1, Illustrates the key California energy policy goals this RFP plans to address.

## I. Introduction



### Who can bid on this RFP?

This is an open RFP, and both private and public entities (including National Laboratories and universities) are encouraged to respond as long as it meets the team definition mentioned earlier in the Purpose section. All responses must identify which of the two team categories they are responding to. This RFP will be awarded to two separate teams, one from the utility industry and one from the manufacturing or commercial industry. The prime contractor must represent one of these two functional areas and each prime contractor can only submit one proposal. There are no limits on the subcontractors used in the proposal. A prime contractor can only propose for one of the two teams, however, a prime contractor from one team may be a subcontractor on another team.

### Funding Level

The Energy Commission anticipates providing up to \$1,000,000 of Fiscal Year 2008/2009 Electricity funding for this RFP with a limit of \$500,000 per award. The Energy Commission will award up to two contracts for this effort, only one to each of the two categories [(1) utility and (2) manufacturing/commercial industry]. The Energy Commission also reserves the right to make no awards.

The Energy Commission reserves the right to reduce the contract amount to an amount deemed appropriate in the event the budgeted funds do not provide full funding of Energy Commission contracts. In this event, the Contractor and Energy Commission Contract Manager (CCM) shall meet and reach agreement on a reduced scope of work commensurate with the level of available funding.

## I. **Introduction**

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### **Public Interest Energy Research (PIER) Program**

In 1996, Governor Wilson signed into law Assembly Bill (AB) 1890 (Brulte, Chapter 854, Statutes of 1996) which provided authority for a fundamental restructuring of California's electric services industry. Among other things, AB 1890 required that at least \$62.5 million be collected annually from investor-owned electric utility ratepayers for "public interest" energy RD&D efforts not adequately provided by competitive and regulated markets. The California Energy Commission administers these funds through the PIER program.

In August of 2004, the California Public Utilities Commission (CPUC) issued Decision (D.) 04-08-010 making funds available for public interest natural gas research and development (R&D) projects. For FY 2008, the CPUC authorized \$21 million for PIER funding. Public Interest Natural Gas Research must conform to all of the following criteria:

- ☐ Advances science or technology.
- ☐ Research benefits accrue to California citizens.
- ☐ The research is not adequately addressed by competitive or regulated entities.
- ☐ Extends the use of renewable energy for industrial applications.

In general, the research funded by this program should improve natural gas energy efficiency, electricity efficiency, and environmental quality, develop renewable technologies, and otherwise provide benefits to the public. The funds for this solicitation are from the Electricity program.

PIER brings new energy services and products to the marketplace and creates state-wide environmental and economic benefits. PIER funding efforts are focused on the following RD&D program areas:

1. Buildings End-Use Energy Efficiency
2. Energy-Related Environmental Research
3. Energy Systems Integration
4. Environmentally-Preferred Advanced Generation
5. Industrial/Agricultural/Water End-Use Energy Efficiency (IAW)
6. Renewable Energy Technologies
7. Transportation Research

Significant energy issues in each of the PIER program areas have been identified. The PIER program focus has been directed towards resolving these issues and meeting the overall PIER objectives of improving affordability, reliability, health and safety, California's economy, environmental outcomes, and consumer choices relevant to electricity supply and use in California.

### **Match Funding Requirements**

Match funding is evaluated and scored as part of the technical and policy evaluation criteria. For additional information regarding match funding, see Section III, Evaluation Process and Criteria, and Section V, Proposal Format and Required Documents.

The ratio of match funding to PIER funding should reflect the ratio of private benefits to public benefits resulting from successful completion of the project. In other words, projects providing a higher percentage of private benefits and lower percentage of public benefits should contribute a higher percentage of match funds.

## I. **Introduction**

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Projects whose results are more likely to lead to products and services that can be commercialized in the near future will generally need a higher percentage of matching funds than projects whose results are further removed in time from commercialization. Match funding may be cash, in-kind services or a combination of the two. In-kind contributions include, but are not limited to, donated labor hours, equipment, facilities, property, and arrangements with project partners to bring the results of the project to the market. Equipment, facilities (e.g. laboratory space) and most property can count as match funds as long as they are fully dedicated to the project for the time the equipment, facility or property is required by the Agreement, and as long as the value of the contribution is based on documented market values or book values and is depreciated or amortized over the term of the project using standard accounting principles. Equipment, facilities and property that do not qualify as match funds include such items as standard office supplies and property or equipment that is part of the Bidder's normal business activity (desks, typewriters, telephones, computers, software, etc.).

Prior investments in the research to be conducted in this project do not qualify as match funds. Also, funding from other Energy Commission projects or agreements does not qualify as match funding.

Budgets must show match fund contributions at the task level. Match fund contributions must be spent concurrently with PIER Program funds, and only on the tasks described in the proposal.

PIER funds cannot be spent until the Department of General Services, Office of Legal Services (DGS-OLS) approves the Agreement which has already been signed by both the Contractor and the Energy Commission. Match funds may be spent between the date the Energy Commission approves the Agreement and the date the Agreement is approved by DGS-OLS subject to prior written approval by the Energy Commission Contract Manager and at Bidders own risk.

The Energy Commission reserves the right to review and approve or disapprove the crediting of contributions and the amounts of those contributions as match funding. The loss of match funds during the Agreement is a reason for the Energy Commission to hold a Critical Project Review and may result in the termination of the Agreement.

### **Equipment Purchases**

We recommend that you use your own funds as well as other sources of funds which would be considered match funds to procure and/or build equipment. If State funds are used to purchase or build equipment, the State retains ownership interest in the equipment (Review Section IV: Administrative Information and the PIER Agreement Terms and Conditions for specific requirements<sup>1</sup>). Equipment is defined later in this RFP as well as in Exhibit G of the PIER Agreement Terms and Conditions.

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<sup>1</sup> Posted on the Commission website: [energy.ca.gov/contracts](http://energy.ca.gov/contracts). PIER Terms and Conditions for specific requirements.

## II. Goals and Objectives of this RFP

### About This Section

This section explains in more detail the specific goals and objectives of this RFP. In funding RD&D activities, the PIER Energy Systems Integration Program seeks to advance the technical and market acceptance of promising smart grid technologies so that the research/demonstrations achieve the following goals:

- ☐ Identify key Smart Grid drivers, including the top California energy policy goals that impact the California Smart Grid of 2020.
- ☐ Define the key elements of the Smart Grid for California in 2010 and 2020 to include identifying the critical standards, codes, protocols and reference designs that California needs to address for a successful Smart Grid in 2020.
- ☐ Identify cost-effective Smart Grid technologies that need to be encouraged and demonstrated. Identify the critical use cases that should be developed to explain how these technologies will be utilized as part of the California Smart Grid of 2020.
- ☐ For key technologies, identify critical barriers necessary to overcome the proposer's definition of the California Smart Grid of 2020. The proposer should provide recommended course of action to address the identified barriers.
- ☐ Identify and quantify potential costs and benefits for key items in both the 2010 and 2020 proposer's Smart Grid definitions.
- ☐ Develop pathways and deployment plan for cost effective Smart Grid technologies for California as the proposer feels they currently exist for 2010 and the technology recommendations for 2020.
- ☐ As a minimum, the proposer must address the integration and implementation of: electricity and natural gas transmission and distribution system "Smart Grid" technologies, advanced metering infrastructure, home area networks, plug-in hybrids, renewable integration at all levels (generation, transmission, distribution and end use), energy storage technology applications at all levels (generation, transmission, distribution and end use), one-way and two-way communication to support Smart Grid operations, and other technologies the proposer feels is critical to the California Smart Grid in 2020.
- ☐ The proposed contract level of effort required to accomplish all these tasks in the desired six to nine month time period.
- ☐ The amount of proposer cost share that is reasonable for this contract.

The scope of this RFP is to define the key elements, identify the critical technologies, define the most significant systems and make the recommendations required for the contractor's proposed Smart Grid 2020 to be operational and for the contractor to define the pathway items necessary to achieve their definition for Smart Grid 2020.

### III. Evaluation Process and Criteria

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#### **About This Section**

This section explains the overall evaluation process and the technical and policy evaluation criteria. It also describes how the proposals will be screened for administrative requirements, completeness, technical eligibility, and fundamental scientific feasibility. It also describes the evaluation stages, preference points, and scoring of all proposals.

The entire evaluation process from receipt of proposals to the posting of the Notice of Proposed Award is confidential.

A Bidder's proposal will be evaluated and scored based on its response to the information requested in this RFP. During the evaluation and selection process, the Evaluation Committee members, at their sole discretion, may interview a Bidder either by telephone or in person at the Energy Commission, and/or conduct a site visit at the Bidder's facilities for the purpose of clarification and verification of information provided in the proposal. However, these interviews may not be used to change or add to the contents of the original proposal. The Evaluation Committee may seek input from technical reviewers both internal and external to the Energy Commission when evaluating proposals.

#### **Proposal Screening Process**

##### **Administrative and Completeness Screening**

All proposals will be initially screened for compliance with administrative requirements and completeness. Proposals that fail the administrative and completeness will not be evaluated further under this RFP.

##### **A. Administrative Screening**

If your proposal fails any of these items, it will be rejected immediately.

1. The proposal must be received at the Energy Commission Contracts Office by the time and date indicated in Section I.
2. The proposal must not be marked confidential in any section, or in its entirety. Proposals that are marked confidential in any section or in their entirety will be rejected from further evaluation under this RFP.
3. The proposal must document legal compliance with either the "participation" or "good faith efforts" required pursuant to the Disabled Veteran Owned Business Enterprises (DVBE) program. Proposals not documenting compliance with the DVBE program will be rejected from further evaluation under this RFP.
4. The proposal will be rejected if the first day of DVBE advertising is later than the date indicated in the RFP schedule.
5. The proposal will be rejected if it is lacking a properly executed Darfur Contracting Act certification.
6. The proposal must not have costs, cost bids, rates, or any part of the budget marked as confidential.
7. The proposal team must meet the minimum qualifications of either team as defined by the following criteria:
  - ☐ **Utility Team:** a team with a utility prospective and the Prime Contractor shall be a utility, a utility association, or a consultant representing one or multiple utilities.

### III. Evaluation Process and Criteria

- ☐ **Vendor/manufacture's Team:** a team with a technology vendor or manufacturer's prospective, and the Prime Contractor shall be a vendor, manufacturer, vendor or manufacturer association, or a consultant representing vendors and/or manufacturers.
- ☐ **Subcontractors** may join multiple teams.

#### **B. Completeness Screening**

A proposal must follow the format and contain all of the information described in RFP Section V or the proposal will fail the completeness screening and will be rejected prior to the technical evaluations. In particular, proposals will be screened for completeness on the basis of whether or not the proposal contains sufficient information to enable a useful evaluation to be conducted.

#### **Technical Eligibility, and Feasibility Screening**

All proposals will be screened for compliance with technical eligibility, and fundamental scientific feasibility.

##### **A. Technical Eligibility Screening**

To be eligible for possible funding under this RFP, proposals must meet all of the following eligibility criteria. Proposals that fail the technical eligibility screening will not be evaluated further under this RFP.

##### Performance Goals Addressed

The proposal must specify goals to be achieved in the proposed research.

##### Impacts and Benefits for California

The proposal must provide clearly identified benefits to California's electricity and/or natural gas ratepayers.

##### Project Manager and Project Team

Project Manager must meet the qualifications of a utility expert or vendor/manufacturer expert depending on team, with experience in research and demonstration projects. In addition, the proposal must clearly identify the people making up the project team, their individual responsibilities in conducting the management and research, and their skills and experience in project management and their scientific and/or technical area(s) of responsibility.

The proposal must clearly describe the communication, project tracking and budget management techniques the Project Manager will use to manage project work efforts.

##### PIER Funding and Match Funding

Each proposal must contain a budget that identifies:

- ☐ The total, project and task level amounts of PIER funding requested,
- ☐ The total, project and task level amounts of match funds to be provided,
- ☐ The total amount of the project, including both PIER and match funds,
- ☐ The proposed expenditures by cost category for each task,
- ☐ The hourly rates and fringe benefits of personnel who will be working on this project,
- ☐ The calculation and description of fringe benefits, overhead, general administrative expenses, and profit rates,
- ☐ The supporting documentation for pre-approved travel, equipment, materials, and miscellaneous expenditures,

### **III. Evaluation Process and Criteria**

- How the PIER funds will be spent during the Agreement in relationship to the milestones and overall products to be developed during the Agreement.

The proposed PIER budget must be commensurate with the level of proposed work.

#### **B. Feasibility Screening**

Proposals will be evaluated for fundamental feasibility on the basis of whether the proposed project appears to comply with the proposed definition of a Pathway to the California Smart Grid of 2020. As a minimum the proposal must address how the California Smart Grid of 2020 will meet California's 33% Renewable Portfolio Standard (RPS), published energy efficiency goals, demand response goals, and green house gas reductions goals. As a minimum, the following technologies must be addressed in every proposal: (1) proposed communications architectures for consumer, utility and overall grid management, (2) application of demand response and home area networks, (3) application of plug-in hybrid vehicles, (4) utility distribution automation and self healing grid technologies, (5) cyber security of grid operation, (6) recommended minimum standards, codes, protocols and reference designs necessary to reach to proposed goals by 2020, and (7) application of renewable technology at the transmission, distribution and end use levels. Proposals that fail the feasibility screening will not be evaluated further under this RFP.

#### **Scoring Process**

##### Overview of the Evaluation Scoring Process

Proposals must pass the screenings to be eligible for the technical and feasibility evaluation scoring by the Evaluation Committee. The Evaluation Committee may consist of Energy Commission staff, staff of other agencies, private consultants or other designated representatives of the State to evaluate the proposals. During the evaluation process, all proposal evaluators and scorers will keep the contents of the proposals confidential.

The Evaluation Committee will evaluate and score proposals according to the evaluation criteria described below. The minimum passing Technical Evaluation Score is 700 or more points to be considered for possible funding. If applicable, the Non-Technical Preference Points are added to the Technical Evaluation Score of proposals that receive a Technical Evaluation Score of 700 points or more.

Upon completion of the technical and non-technical evaluation scoring, the Evaluation Committee will prepare a ranked list of the proposals in each of the two categories (utility and manufacturing/commercial industry), in descending order, based upon each proposal's total score. The ranked list is a recommendation that will be submitted to the Energy Commission's RD&D Policy Committee for consideration and approval. Awards approved by the RD&D Policy Committee will then be considered by the Energy Commission at a Business Meeting. If a successful Bidder decides to withdraw a proposal, or if a Bidder will not sign the proposed Agreement within its allotted time, the proposal will be disqualified from this award.

### III. Evaluation Process and Criteria

#### Scoring Scale

The Evaluation Committee will give a score from zero (0) to ten (10) for each criterion described below, based upon the information provided by the Bidder's proposal. Each score will then be multiplied by a weighting factor to obtain the total points for that criterion. Scores will be assigned in accordance with the following guidelines:

0 Points	<ul style="list-style-type: none"><li>✓ Is not in substantial accord with the RFP requirements.</li><li>✓ Has a potential significant effect on the amount paid or net cost to the State or the quality or quantity of product and/or service.</li><li>✓ Provides an advantage to one competitor over the other competitors, for example, not paying minimum wages.</li></ul>
1-3 Points	<ul style="list-style-type: none"><li>✓ The proposal states a requirement, but offers no explanation of how or what will be accomplished.</li><li>✓ The response contains a technical deficiency which is an inaccurate statement or reference concerning the how, what, where, or when, which is part of an overall statement or description.</li></ul>
4-6 Points	<ul style="list-style-type: none"><li>✓ Satisfies the minimum requirements and describes generally how and/or what will be accomplished.</li></ul>
7-9 Points	<ul style="list-style-type: none"><li>✓ Satisfies the minimum requirements and specifically describes how and/or what will be accomplished in an <u>exemplary manner</u>, using sample products and illustrative materials (i.e., diagrams, charts, graphs, etc.).</li></ul>
10 Points	<ul style="list-style-type: none"><li>✓ Exceeds the minimum requirements and specifically describes how and/or what will be accomplished both quantitatively and qualitatively, using sample products and illustrative materials (i.e., diagrams, charts, graphs, etc.).</li></ul>

#### **Technical and Policy Evaluation Criteria**

All proposals that pass the Administrative, Completeness, Technical Eligibility, and Feasibility screening will be evaluated for merit based on the following technical and policy evaluation criteria:

Detailed Technical, Policy and Cost Scoring Criteria	Maximum Total Score
<b>1. Project Proposal</b> The extent to which the proposal demonstrates that: <ul style="list-style-type: none"><li>a. The proposal provides clear definitions of the key elements to the pathway to the California Smart Grid of 2020 and,</li><li>b. The Bidder has clearly identified the technical elements defined in the Feasibility Screening sections of this RFP.</li></ul>	<b>100 Points (Weighting Factor: 10)</b>
<b>2. Proposal Identifies Technologies That Meet The Needs Of California</b> The extent to which: <ul style="list-style-type: none"><li>a. Overall plan for defining Smart Grid for 2010 and 2020 are clear, understandable, and concise.</li><li>b. The technologies identified show a clear connection to the future California market and the technologies have clear commercial potential.</li><li>c. The pathway to the smart Grid of 2020 defines how these technologies will be implemented.</li><li>d. The proposal clearly defines the current state of each critical element of</li></ul>	<b>150 Points (Weighting Factor: 15)</b>

### III. Evaluation Process and Criteria

Detailed Technical, Policy and Cost Scoring Criteria	Maximum Total Score
the Smart Grid as of January 1, 2010 so the proposed pathway to the future smart grid can be better understood.	
<p><b>3. Project Scope of Work</b> The extent to which:</p> <ul style="list-style-type: none"> <li>a. The work scope includes an overall project goal that addresses the key issues and responds to the critical elements of the proposed pathway to the California Smart Grid of 2020.</li> <li>b. The scope of work demonstrates a clear, appropriate and complete plan for achieving the desired smart grid elements defined;</li> <li>c. The work schedule is logical, reasonably sequences tasks, and allocates time, labor, equipment and facilities per task;</li> <li>d. The proposal explicitly describes risks associated with the proposed smart grid and describes proposed mitigation strategies;</li> <li>e. The work scope clearly identifies which resource performs the work task and explicitly details project management activities;</li> <li>f. The proposal contains a well defined set of intermediate deliverables and final products that will be delivered and defines a specific market connection for each of the proposed products;</li> <li>g. The proposal includes a clear and methodical plan by which the Project Manager will coordinate the reporting of information to all contract/project team members and stakeholders, including the Energy Commission, business partners, the science and research community, and the marketplace; and,</li> <li>h. The proposal systematically identifies and assesses project risks, such as plans for completing the project successfully if proposed match funds are significantly reduced or lost, and includes plans for mitigating these risks. The proposal describes clear and complete contingency plans that are appropriate for the risks identified.</li> </ul>	<b>200 Points (Weighting Factor: 20)</b>
<p><b>4. The Proposal Addresses the Key Technology Advancements Necessary to Reach the Proposed Smart Grid of 2020.</b> The Extent To Which The Proposal:</p> <ul style="list-style-type: none"> <li>a. Identifies the current status of the proposed technologies and capabilities necessary to make the smart grid of 2020 operational. Identifies the key market, regulatory, and technology advancement barriers necessary for the smart grid to become operational. Discusses how future PIER funding can best support the proposed implementation of the California Smart Grid of 2020.</li> </ul>	<b>100 Points (Weighting Factor: 10)</b>

### III. Evaluation Process and Criteria

Detailed Technical, Policy and Cost Scoring Criteria	Maximum Total Score
<p><b>5. Business Case for the California Smart Grid of 2020.</b></p> <p>The extent to which:</p> <ul style="list-style-type: none"> <li>a. The proposal identifies the business case for the proposed pathway to the California Smart Grid of 2020 and justifies why key elements proposed were selected.</li> <li>b. The proposal documents and quantifies the baseline conditions of appropriate technologies as well as specific markets expected in 2020. These baseline conditions will be used in measuring the success or potential success in achieving technical, economic, and performance goals; and,</li> <li>c. The proposal describes how the California Smart Grid technologies compares to the technologies expected to be used to support the Smart Grid of other states or the nation.</li> <li>d. The proposal identifies the key benefits to the California ratepayer of the technologies and capabilities recommended for the Smart Grid of 2020.</li> </ul>	<p><b>100 Points (Weighting Factor: 10)</b></p>
<p><b>6. Project Manager and Project Team</b></p> <p>The extent to which:</p> <ul style="list-style-type: none"> <li>a. The Project Manager has specific organizational, administrative, and team lead skills and a proven track record for managing research projects successfully, including the capability of administering the contract to control costs, maintaining the project schedule, providing quality control of the deliverables produced by the team, and communicating effectively;</li> <li>b. The team structure provides clear roles and responsibilities among the team members, and establishes clear lines of communication to ensure that team members share information and meet their individual responsibilities. The proposal includes a clear and methodical plan by which the Project Manager will coordinate the reporting of information to all contract team members and stakeholders, including the Energy Commission, business partners, the science and technology community, and the marketplace;</li> <li>c. The team has the technical experience and proven skills in the proposed specific technical research area;</li> <li>d. The project team has past success in taking RD&amp;D products to market and the experience, skills, and market connections to help ensure market transfer of the products and knowledge that result from the project;</li> <li>e. The research team demonstrates they have the financial capability to carry out the project; and,</li> <li>f. The research team has diversity and experience in the skill sets needed to successfully respond to the administration, design, implementation, evaluation, and marketing requirements stated in the RFP.</li> </ul>	<p><b>50 Points (Weighting Factor: 5)</b></p>

### III. Evaluation Process and Criteria

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<p><b>7. Project Cost-Effectiveness (Cost)</b></p> <p>The proposed project's cost-effectiveness will be evaluated relative to the overall public benefits being provided by the project. This criterion will consider the total cost of the project, the amount of PIER funds being requested, the likelihood that the project will provide significant science or technology benefits, the estimated value of the public benefits to be provided by the project, and the time-frame in which those benefits will occur.</p> <p>The extent to which:</p> <ol style="list-style-type: none"><li>The PIER funds requested are appropriate, relative to the goals and objectives of the project;</li><li>The PIER funds requested are commensurate with the value of public benefits not adequately addressed by regulated or competitive markets which the project will provide; and,</li><li>The portion of the budget dedicated to research development and demonstration technology transfer actions are significantly greater than the administrative costs.</li><li>Match funding levels are appropriate and well documented.</li></ol>	<p><b>100 Points (Weighting Factor: 10)</b></p>
<p><b>8. Match Funding (Cost)</b></p> <p>Note that, in general, the percentage of match funds (cash and in-kind) should be proportional to the amount of private versus public benefits resulting from the project. Generally, projects that provide more private benefits than public benefits require a higher percentage of match funds than projects that provide more public benefits than private benefits. Also, in general, the percentage of match funds should be greater for innovations that are closer to market adoption. Projects, whose results lead to products and services that can be commercialized within a short time-frame, will need a higher percentage of match funds than projects whose results are further removed in time from commercialization.</p> <p>The extent to which:</p> <ol style="list-style-type: none"><li>The match funds are proportional to the ratio of private benefits compared to public benefits of the proposal and the match funds benefit the project goals;</li><li>The proposed match funds reflect a commitment by the industry partners to transfer the project RD&amp;D results to the marketplace;</li><li>The type of match funds proposed (e.g., cash and in-kind contributions; direct and indirect; private and public) represent an appropriate level of support;</li><li>The proposed match funds are secure; and,</li><li>The proposal describes a strategy for project completion even if the proposed match funds are significantly reduced or lost.</li></ol>	<p><b>50 Points (Weighting Factor: 5)</b></p>

### III. Evaluation Process and Criteria

<b>9. Project Budget (Cost)</b> The extent to which: <ul style="list-style-type: none"><li>a. The project budget information provided is consistent with the scope of work. The project budget itemizes reasonable costs for personnel, subcontractors, equipment, operating expenses, fees, etc., for each task;</li><li>b. The proposal shows the total budget, the PIER reimbursable budget, and the match funds budget, indicating all funding sources, for each task described in the scope of work;</li><li>c. The proposal itemizes the budget in sufficient detail to justify the expenditures by task. The budget includes the required information for personal services, subcontractors, operating expenses, fees, and total expenditures; and,</li><li>d. The budget shows that key personnel and subcontractors will be committed to the project for the appropriate number of hours and functions to accomplish the activities described in the work statement.</li></ul>	<b>150 Points (Weighting Factor: 15)</b>
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#### **Summary of Technical Evaluation Score**

<input type="checkbox"/> <b>Minimum Passing Technical Evaluation Points:</b>	<b>700</b>
<input type="checkbox"/> <b>Total Possible Technical Evaluation Points:</b>	<b>1000</b>

#### **Non-Technical Preference Points**

A Bidder may qualify for up to seven categories of non-technical preference points. Each qualifying Bidder with a technical evaluation score of 700 points or greater will receive the applicable preference points. The sum of the Bidder's technical evaluation score and preference points will constitute the Bidder's total score. Proposals will be ranked based upon the Bidder's total score. Forms submitted for preference points must be included in Volume 1.

##### **A. Small Business**

Bidders who qualify as a State of California certified small business or who self-certify under the Federal Government statutes as a small business will receive five percent (5%) preference points based on the cost points received by the highest scored proposal, if the highest scored proposal is submitted by a business other than a certified small business. Instructions for becoming certified by the State of California as a small or disabled veteran owned business is contained in RFP Attachment 5.

##### **B. Non-Small Business**

Government Code Section 14838(b) (1) (2) now provides for a non-small business preference.

The preference to a non-small business bidder that commits to small business or micro-business subcontractor participation of twenty-five percent (25%) of its net bid price shall be five percent (5%) of the highest responsive, responsible bidder's total score (RFP secondary). A non-small business, which qualifies for this preference, may not take an award away from a certified small business. The small business regulations are located at 2 CCR 1896.

### III. Evaluation Process and Criteria

#### C. **Disabled Veteran Business Enterprise**

The DVBE Incentive program was established pursuant to Military & Veterans Code Section 999.5(2) and Department of General Services' Regulations 2 CCR 1896.98 et seq. The information below explains how the incentive is applied and how much of an incentive will be given.

Incentive Application:

Award Based on High Score: Incentive points are included in the sum of non-cost Points (see "Incentive Amount" below). Incentive points cannot be used to achieve any applicable minimum point requirements. The DVBE incentive is only applied during the bid evaluation process and only to responsive/responsible bidders.

- The DVBE Incentive Program may be used in conjunction with the Small Business preference which gives a 5% preference to small business proposers or 5% to non-small business proposers committed to subcontracting 25% of the overall bid with small businesses.

Incentive Amount:

Award Based on High Score for RFP:

Proposed DVBE Participation Level	DVBE Incentive % Price Preference	DVBE Incentive Points
3% - 4.99%	1%	10
5%+	2%	20

#### D. **California-Based Entity**

Assembly Bill 2267 (Fuentes, Chapter 537, statutes of 2008), requires the California Energy Commission's Public Interest Energy Research (PIER) Program must give a priority to "California-based entities" (CBEs) when making awards. To implement this law, the Energy Commission will award preference points if the proposal meets the criteria for a CBE as described in Attachment 7.

#### E. **Target Area Contract Preference Request**

The Target Area Contract Preference Act (Government Code Section 4530 *et seq.*) provides five percent (5%) preference points to California-based companies that perform state contract work in a distressed area. Bidders should complete RFP Attachment 9 if they qualify for this preference. If you have further questions or need additional information on this matter, please contact TACPA/LAMBRA Preference Program Group at (916) 375-4609.

#### F. **Enterprise Zone Request**

The Enterprise Zone Act (Government Code Section 7070, *et seq.*) provides preference points as an incentive for business and job development in distressed and declining areas of the State. Bidders should review RFP Attachment 10 to determine if they qualify for this incentive. If you have further questions or need additional information on this matter, please contact TACPA/LAMBRA Preference Program Group at (916) 375-4609.

### **III. Evaluation Process and Criteria**

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#### **G. Local Agency Military Base Recovery Act**

The Local Agency Military Base Recovery Act (LAMBRA, Government Code Section 7118, et seq.) provides five percent (5%) preference points to California-based companies that perform State contract work in the LAMBRA. Bidders should review RFP Attachment 11 to determine if they qualify for this preference. If you have further questions or need additional information on this matter, please contact TACPA/LAMBRA Preference Program Group at (916) 375-4609.

## IV. Administrative Information

### About This Section

This section provides Bidders with information on definitions of important terms, sources of information, how to submit a proposal, confidential information, grounds for rejecting a proposal, and other administrative details. Every technical proposal must establish in writing the Bidder's ability to perform the RFP tasks listed in the Scope of Work.

### Deadline For Submitting a Proposal

All copies of your proposal must be delivered to the Energy Commission Contracts Office during normal business hours no later than 3 pm. In accordance with Public Contract Code 10344, proposals received after the specified date and time are considered late and will not be accepted. There are no exceptions to this law.

### Packaging and Labeling for Submittal

Bidders must submit the original and 7 paper copies of each volume. Bidders **must also submit** electronic files of the proposal on **CD-ROM diskette** along with the paper submittal. Electronic files must be in Microsoft Word XP or 2002 and Excel Office Suite formats. Electronic files submitted via e-mail will not be accepted. The original and copies of each volume must be labeled "Request for Proposal 500-08-502," and include the title of the proposal and the appropriate volume number:

- ☐ "Volume 1 – Administrative Section"
- ☐ "Volume 2 – Technical and Cost Sections"

### Preferred Method for Delivery of the Proposal

A Bidder may deliver a proposal by:

- ☐ U. S. Mail
- ☐ Personally
- ☐ Courier service

Postmark dates of mailing, E-mail and facsimile (FAX) transmissions are not acceptable in whole or in part under any circumstances.

### Address for Delivery of Proposals

Label and deliver your proposal, in a sealed package, as follows:

Person's Name, Phone # Bidder's Name Street Address City, State, Zip Code FAX #	<b>RFP # 500-08-502</b> Contracts Office, MS-18 California Energy Commission 1516 - 9th Street, 1st Floor Sacramento, CA 95814
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## IV. Administrative Information

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### **Confidential Information**

No confidential information will be accepted during the proposal and selection phase of this solicitation. If any confidential information is submitted, the entire proposal will be rejected and will not be eligible for funding. Proposals containing confidential information will be returned to the Bidder.

The use of confidential information will also not be accepted as part of projects that are funded.

### **Energy Commission's Confidential Treatment of Proposals**

From the beginning of the RFP process until the evaluation is complete and the Notice of Proposed awards is posted or the RFP is cancelled, the Energy Commission is required to hold all information received from Bidders as confidential. However, **proposals and all submittals will become public records** after the Energy Commission completes the evaluation and/or scoring process and the Notice of Proposed Awards is posted or the RFP is cancelled.

### **Darfur Contracting Act of 2008**

Effective January 1, 2009, all Requests for Proposals (RFP) must address the requirements of the Darfur Contracting Act of 2008 (Act). (Public Contract Code sections 10475, et seq.; Stats. 2008, Ch. 272). The Act was passed by the California Legislature and signed into law by the Governor to preclude State agencies generally from contracting with "scrutinized" companies that do business in the African nation of Sudan (of which the Darfur region is a part), for the reasons described in Public Contract Code section 10475.

A scrutinized company is a company doing business in Sudan as defined in Public Contract Code section 10476. Scrutinized companies are ineligible to, and cannot, bid on or submit a proposal for a contract with a State agency for goods or services. (Public Contract Code section 10477(a)).

Therefore, Public Contract Code section 10478 (a) requires a company that currently has (or within the previous three years has had) business activities or other operations outside of the United States to certify that it is not a "scrutinized" company when it submits a bid or proposal to a State agency. (See # 1 on Attachment 12).

A scrutinized company may still, however, submit a bid or proposal for a contract with a State agency for goods or services if the company first obtains permission from the Department of General Services (DGS) according to the criteria set forth in Public Contract Code section 10477(b). (See # 2 on Attachment 12).

### **Disabled Veteran Business Enterprises (DVBE) Compliance Requirements-**

The Disabled Veteran Business Enterprise (DVBE) Program has two inter-related aspects:

**Participation Goals:** The mandatory DVBE Participation Program of achieving participation goals (normally 3% for disabled veteran business enterprises) by either attaining the minimum 3% goal or by showing a good faith effort.

And,

**Incentive:** The DVBE Incentive Program gives a contractor an opportunity to improve their bid status based on the efforts attained from the DVBE Participation Program.

## IV. Administrative Information

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This RFP is subject to a participation goal of three percent (3%) certified California Disabled Veteran Business Enterprise (DVBE) as set forth in Public Contract Code Section 10115 et seq. Before you begin to prepare your proposal response, you will need to determine which option you will use and document to meet DVBE Participation Program requirements.

### **“Commercially Useful Function” Requirements For Certified Small Business, Microbusiness or DVBE**

A certified small business or Microbusiness, or certified DVBE shall provide goods or services that contribute to the fulfillment of the contract requirements by performing a **commercially useful function**.

A certified small business, Microbusiness or DVBE is deemed to perform a **commercially useful function** if it does all of the following:

1. Is responsible for the execution of a distinct element of the work of the contract.
2. Carries out its obligation by actually performing, managing, or supervising the work involved.
3. Performs work that is normal for its business services and functions.
4. Is not further subcontracting a portion of the work that is greater than that expected to be subcontracted by normal industry practices.

A contractor, subcontractor, or supplier will not be considered to perform a **commercially useful function** if the contractor's, subcontractor's, or supplier's role is limited to that of an extra participant in a transaction, contract, or project through which funds are passed in order to obtain the appearance of small business, Microbusiness or DVBE participation.

### **Certified Small/Microbusiness and Non-Small Business Information**

#### Definition

A. **Small business** means a business certified by the Office of Small Business Disabled Veteran Certification (OSDC) in which:

1. The principal office is located in California.
2. The officers are domiciled in California.
3. The business is independently owned and operated.
4. The business, with any affiliates, is not dominant in its field of operation.
5. And either:
  - a. The business, together with any affiliates, has 100 or fewer employees and average annual gross receipts of \$12,000,000 (12 million) or less over the previous three years, or
  - b. The business is a manufacturer with 100 or fewer employees.

B. **Microbusiness** means a small business certified by OSCD in which:

1. The principal office is located in California.
2. The officers are domiciled in California.
3. The business is independently owned and operated.
4. The business, with any affiliates, is not dominate in its field of operation.
5. And either:
  - a. The business, together with any affiliates, has 25 or fewer employees and averages annual gross receipts of \$2,750,000 or less over the previous three years, or
  - b. The business is a manufacturer with 25 or fewer employees.

## **IV. Administrative Information**

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### **C. Commercially Useful Function for Small Business**

A certified small business or Microbusiness shall provide goods or services that contribute to the fulfillment of the contract requirements by performing a “commercially useful function” defined as follows: 1) is responsible for the execution of a distinct element of the work of the contract; 2) carries out its obligation by actually performing, managing or supervising the work involved; 3) performs work that is normal for its business services and functions; and 4) is not further subcontracting a portion of the work that is greater than that expected to be subcontracted by normal industry practices. A small or Microbusiness contractor, subcontractor or supplier is not performing a “commercially useful function” if its role is limited to that of an extra participant in a transaction, contract or project through which funds are passed in order to obtain the appearance of small business or Microbusiness participation. (Government Code Section 14737(d)(4); Military & Veterans Code section 999(e)(2); Title 2 California Code of Regulations section 1896.61(l)).

### **D. Eligibility**

A business must be formally certified by OSDC to be considered for the small business or Microbusiness preference.

### **E. Benefits of Certification**

A certified small business or Microbusiness is entitled to claim a five percent preference in bidding on state contracts. Certified small business or Microbusinesses are also entitled to interest penalties paid by the state for late payment of invoices. The penalties are greater for certified small business or Microbusinesses than for non-certified businesses.

### **F. Non-Small Business Preference Program**

The preference to a non-small business bidder that commits to small business or Microbusiness subcontractor participation of twenty-five percent (25%) of its net bid price shall be five percent (5%) of the lowest, responsive, responsible bidder's price. A non-small business which qualifies for this preference may not take an award away from a certified small business.

### **Reimbursement for the Cost of Preparing a Proposal**

The Bidder is responsible for the cost of developing a proposal, and this cost cannot be charged to the State or the Energy Commission.

### **Repayment Requirements**

There are two options under this RFP. PIER funds will be provided (a) with royalty payment provisions; or (b) through an exemption, without royalty payment provisions. Repayment is based on royalties once the Contractor generates gross revenues, or a subcontractor generates gross revenues that are paid to the Contractor.

Except as otherwise provided in the “Royalty Exemption Option” discussed below, all parties receiving funds from this RFP will be required to repay one and one-half percent (1½%) of the sales price of each project-related product or right for fifteen (15) years from the first date of sale, as further defined in the PIER Agreement terms and conditions.<sup>2</sup> Alternatively, there is a “Buyout Option” of two (2) times the amount of the PIER funding award, payable within two (2) years from the date royalties are first due.

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<sup>2</sup> See previous footnote.

## **IV. Administrative Information**

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### **Repayment Exemption**

At the discretion of the Energy Commission, a research project may be exempted from the general royalty requirements of this RFP if:

- ☐ The research project in question is primarily expected to produce new knowledge and/or understanding of the subject under study, rather than any commercial application of that knowledge, within the next 10 years (e.g., basic research); and
- ☐ The Bidder agrees to place all intellectual property developed from the project into the public domain.

To request exemption from the royalty repayment requirement, the Bidder must check the exemption box on RFP Attachment 2, "Application and Project Information Form," section 6 and must provide an explanation on Attachment 14.

### **Conditions or Limits on Awards**

The Energy Commission reserves the right to condition, modify or otherwise limit any and all PIER funding awards made pursuant to this RFP.

### **Cancellation or Amendment of this RFP**

If it is in the State's best interest, the Energy Commission may amend or cancel this RFP. It is the policy of the Energy Commission not to solicit proposals unless there is a bona fide intention to award an Agreement. The Energy Commission reserves the right to do any of the following:

- ☐ Cancel this RFP
- ☐ Amend or revise this RFP as needed; or
- ☐ Reject any or all proposals received in response to this RFP.
- ☐ Increase or decrease the amount of funds available under this RFP.

### **RFP Revisions**

If the RFP is changed or revised, the Energy Commission will prepare and mail a formal written addendum to all parties who requested a copy of the RFP from the Energy Commission's Contracts Office and attended the Pre-Bid Conference. In addition, the addendum will be posted on the Energy Commission's Web Site and Department of General Services' Web Site indicated on the back of the RFP cover page. Except for increasing or decreasing the amount of funds available under this RFP, the RFP cannot be revised after proposal due date.

### **Errors in this RFP Document**

If a Bidder discovers any ambiguity, conflict, discrepancy, omission, or other error in the RFP, the Bidder shall immediately notify the Energy Commission's Contracts Office of such error in writing and request modification or clarification of the RFP. Clarifications will be given by written notice to all parties who have obtained an RFP, without divulging the source of the request for clarification. The Energy Commission shall not be responsible for failure to correct errors.

### **General Agreement Requirements**

#### **Term of the Agreement**

We estimate that the agreement(s) will begin in August 2009. The latest project completion date is 2010 and the latest Agreement termination date is March 2011.

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### Agreement Terms and Conditions

It is the intention of the Energy Commission to use the applicable PIER Terms and Conditions posted on the Energy Commission's Website for any Agreement awarded as a result of this RFP. The content of this RFP and the Bidder's proposal will be incorporated by reference into the final Agreement.

PIER Terms and Conditions are available at the following Web Sites:

#### **General Terms and Conditions:**

<http://www.energy.ca.gov/contracts/pier.html>

#### **PIER CONTRACTORS' GENERAL INFORMATION:**

PIER Terms and Conditions- Standard PIER Terms and Conditions

#### **UC Campuses:**

[Please contact the Contracts Officer listed in the front of this RFP for a copy of the UC terms and conditions.](#)

#### **U.S. Dept. of Energy Labs:**

[http://www.eere.energy.gov/state\\_energy\\_program/state\\_agreements.cfm](http://www.eere.energy.gov/state_energy_program/state_agreements.cfm)

California Energy Commission and Department of Energy

The Energy Commission recommends that both the Bidder and its subcontractors, including their legal counsel, carefully review the Agreement terms and conditions before deciding to submit a proposal.

### Agreement Cancellation

The Energy Commission reserves the right to terminate any Agreement awarded through this RFP by providing a 30 day notice to the successful Bidder.

### No Agreement until Signatures and Approvals are in Place

The proposed Agreement between the Energy Commission and the successful Bidder is not in effect until the Agreement is signed by all of the parties, which includes approval at an Energy Commission Business Meeting, Bidder signature, Energy Commission signature, and approval by DGS-OLS.

### Agreement Amendment

An Agreement executed as a result of this RFP can be amended by mutual consent of the Energy Commission and the Contractor following the current Energy Commission procedure for amending an Agreement, which may include approval by DGS-OLS.

### Audit

The Bureau of State Audits may audit an Agreement awarded under this RFP up to a period of three years after the final payment or termination of the Agreement.

### Subcontractors

The Bidder must submit the information required in the Project Team Section of the proposal for all Major Subcontractors (those who are budgeted for 25% of the total award or \$100,000, whichever is less, or are a DVBE subcontractor) as well as the budget forms.

The Contractor is responsible for the quality of all subcontractor work, and may only replace Key Subcontractors as specified under the Agreement Terms and Conditions.

### Prevailing Wage

Some projects under this RFP might be considered public works pursuant to the California Labor Code. If the project is a public work, prevailing wage is required. The California Department of Industrial Relations (DIR) has jurisdiction to decide whether a particular project is or is not a public work. If your project involves construction, alteration, demolition, installation, repair or maintenance work, it probably would be considered by DIR to be a public work. A few of the activities that would probably lead DIR to find that the project involves public works

## **IV. Administrative Information**

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include: cement work, site preparation such as grading, surveying, electrical work such as wiring, and carpentry work. Certain workers are entitled to prevailing wage such as operating engineers, surveyors, carpenters, laborers, etc. However, other trades are not entitled to prevailing wage such as engineers and project superintendents.

Bidders are encouraged to determine if the proposed project involves public works as soon as possible. In order to determine if the proposed project involves public works, you will need to contact DIR. If the Bidder has not received a determination from DIR that the project is not a public work, your budget must provide for the payment of prevailing wages. Please indicate whether the proposed budget includes prevailing wage.

If the proposed project is a public work, DIR maintains a list of covered trades and the applicable prevailing wage. The agreement will include the requirements for a public works project, such as paying prevailing wage, keeping payroll records, complying with working hour requirements, and apprenticeship obligations. See the sample terms and conditions, the Special Condition regarding Prevailing Wage, and the accompanying forms for more information. For detailed information about prevailing wage and the process to determine if the proposed project is a public work.

### **CEQA**

Some of the projects selected for funding may meet the definition of a “project” for purposes of CEQA (see Public Resources Code section 21000 et seq.). If this occurs, the Energy Commission’s Legal Staff will review the projects to determine whether an exemption applies that would prevent further actions under CEQA. If no exemption applies, certain CEQA requirements (e.g., preparation of a negative declaration or environmental impact report) will have to be met prior to the Energy Commission approving the agreement. The Bidder will have to pay the cost for these activities (please refer to Title 20, California Code of Regulations, Chapter 6, Article 1, including section 2308).

## **Modification or Withdrawal of a Proposal**

### **Withdrawal/Modification**

A Bidder may, by letter to the Contracts Officer, withdraw or modify a submitted proposal before the proposal deadline (due date and time) in the RFP Schedule. Proposals cannot be modified or withdrawn after that date and time.

### **Immaterial Defect**

The Energy Commission may waive any immaterial defect or deviation contained in a Bidder’s proposal. The Energy Commission’s waiver shall in no way modify the proposal or excuse the successful Bidder from full compliance.

## **Agreement Award**

The Notice of Proposed Awards (NOPA) will be posted for five (5) working days at the Energy Commission’s headquarters in Sacramento, and on the Energy Commission’s and DGS’ web site. In addition, each Bidder will be mailed a copy of the NOPA.

Upon completion of the five (5) day notice period, Agreement documents will be prepared and sent to successful Bidders for their signatures. The Energy Commission will not consider any substantive changes to the Agreement “terms and conditions” contained in this RFP. If, for any reason, a successful Bidder does not sign the Agreement documents within time allotted, the Energy Commission may eliminate that proposal from its award list and select the next highest ranked proposal for funding.

The Energy Commission will consider approval of each Agreement at a publicly noticed Energy Commission Business Meeting. The Energy Commission at that time may approve more than one Agreement.

## IV. Administrative Information

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### **Bidders' Admonishment**

This RFP contains the instructions governing the requirements for a firm quotation to be submitted by interested Bidders, the format in which the technical information is to be submitted, the material to be included, the requirements which must be met to be eligible for consideration, and Bidder responsibilities. Bidders must take the responsibility to carefully read the entire RFP, ask appropriate questions in a timely manner, submit all required responses in a complete manner by the required date and time, make sure that all procedures and requirements of the RFP are followed and appropriately addressed, and carefully reread the entire RFP before submitting a proposal.

### **Grounds for Rejection**

A proposal **will be rejected** if any of the following occurs:

- ☐ The proposal is not received by the time and date set for receipt of proposal listed in this RFP (Public Contract Code, Section 10344(a)).
- ☐ The proposal contains confidential material.
- ☐ The proposal is considered nonresponsive to the DVBE program requirements.
- ☐ If the first day of DVBE advertising is later than the date indicated in the RFP schedule.
- ☐ It is lacking a properly executed Darfur Contracting Act certification.
- ☐ The proposal does not meet the administrative and completeness screening criteria.
- ☐ The proposal identifies project costs as confidential (or proprietary), including labor rates, overhead, direct labor, other direct costs, profit, and the like.

A proposal **may be rejected** if:

- ☐ It does not contain a properly executed Contractor Certification Clauses Package
- ☐ It contains false or misleading statements or references which do not support an attribute or condition contended by the Bidder.
- ☐ The proposal does not comply with or contains caveats that conflict with this RFP.
- ☐ There is a conflict of interest as determined by the Energy Commission. This includes, but is not limited to, the legal conflicts of interest contained in Public Contract Code Sections 10410, 10411 and 10365.5.
- ☐ The proposal is unsigned.
- ☐ The Bidder submits more than one proposal for a single project in response to this RFP.
- ☐ The proposal is not prepared in the required format described herein.
- ☐ The Bidder does not state which category (utility or manufacturing/commercial industry) the proposal falls under. The Evaluation Committee reserves the right in its sole discretion to decide the category to which a proposal belongs.

### **Unsuccessful Proposals**

After the NOPA is posted, each unsuccessful Bidder may request a debriefing meeting with the Energy Commission Contracts Office. The debriefing meeting is an opportunity for an unsuccessful Bidder to learn why their particular proposal was not successful and may provide insight to improving proposal preparation for future solicitations.

### **Protest of Awards**

A Bidder may file a protest against the proposed awarding of an Agreement. Once a protest has been filed, Agreements will not be awarded until either the protest is withdrawn or DGS decides the matter. Alternatively, the RFP may be cancelled with no awards being made.

## IV. Administrative Information

- Please note that protests are limited to the following grounds which are contained in the California Public Contract Code 10344(a):
  - The Energy Commission failed to follow the procedures specified in either subdivision (b) or (c) of 10344.
  - The Energy Commission failed to apply correctly the standards for reviewing the format requirements or evaluating the proposals as specified in the RFP.
  - The Energy Commission used the evaluation and selection procedure in subdivision (b) of Section 10344, but is proposing to award the agreement to a Bidder other than the lowest responsible Bidder.
  - The Energy Commission used the evaluation and selection procedure in subdivision (c) of Section 10344, but failed to follow the methods for evaluating and scoring the proposals specified in the RFP.
  - The Energy Commission used the evaluation and selection procedure in subdivision (c) of Section 10344, but is proposing to award the agreement to a Bidder other than the Bidder given the highest score by the Energy Commission Evaluation Committee.
- During the five (5) working days that the NOPA is posted, protests must be filed with the DGS Legal Office and the Energy Commission Contracts Office.
- Within five (5) days after filing the protest, the protesting Bidder must file with the DGS Legal Office and the Energy Commission Contracts Office a full and complete written statement specifying the grounds for the protest.
- If the protest is not withdrawn or the RFP is not cancelled, DGS will decide the matter. There may be a formal hearing conducted by a DGS hearing officer or there may be briefs prepared by the Bidder and the Energy Commission for the DGS hearing officer consideration.

### **Proposal Documents after Award**

On the NOPA posting date, all proposals and related material submitted in response to this RFP become the property of the State and a part of the public record.

### **Key Words and Their Definitions**

**Agreement:** The Agreement signed by the Bidder and the Energy Commission, and approved by the California Department of General Services.

**Agreement Budget:** The proposed Energy Commission-reimbursable expenditures **AND** the Contractor's match fund expenditures for that portion of the project covered by the Agreement term.

**Agreement Term:** The start and end dates stated in the Agreement between the Energy Commission and the Contractor. The project may be shorter than, coincide with, or extend beyond, the Agreement term. However, all Energy Commission reimbursed and matched activities must occur during the Agreement term.

**Application:** How a technology, once it is developed, is used to achieve a desired result or objective.

**Bidder:** Organization submitting a proposal to this RFP.

**Contractor:** A Bidder, after an Agreement with the Energy Commission has been signed and approved.

**Cost Points:** The portion of the proposal evaluation dedicated to budgetary and project funding criteria.

## IV. Administrative Information

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**Deliverable:** Deliverables are products that incorporate the knowledge and understanding gained by performing the activities and that are submitted to the Energy Commission for review, comment and approval.

**Demonstration:** Showing the operation or working of a commercial configuration of a product or process.

**Development:** Advancing technological progress towards a final product or process.

**DGS:** State of California, Department of General Services.

**DGS-OLS:** State of California, Department of General Services, Office of Legal Services.

**Equipment:** An item or group of items having a useful life of at least one year, having an acquisition unit cost of at least \$5,000, and purchased with Energy Commission funds.

**Equipment** means any products, objects, machinery, apparatus, implements or tools purchased, used or constructed within the project, including those products, objects, machinery, apparatus, implements or tools from which over thirty percent (30%) of the equipment is composed of materials purchased for the project. For purposes of determining depreciated value of equipment used in the Agreement, the project shall terminate at the end of the normal useful life of the equipment purchased, funded and/or developed with Energy Commission funds. The Energy Commission may determine the normal useful life of such equipment.

**Goal:** For the purposes of the RFP, the desired outcome for California ratepayers and customers that the proposed work will strive to achieve.

**Innovation:** Previously unknown, unused, or not broadly adopted combination of methods, materials, processes, or conditions.

**Key Partners:** Participants in the project who are not receiving PIER funds or are not providing match funds but are integral to the outcome of the project. Key Partners may be providing space, testing facilities, demonstration sites or may be a manufacturer or other implementer of the project results.

**Key Personnel:** Employees or consultants of the Contractor who are critical to the outcome of the project and are being paid with PIER funds. Key Personnel have expertise in the project field or experience that is not available from another source. Replacing these individuals may be difficult, because of their expertise, which may affect the outcome of the project.

**Key Subcontractors:** Contractors, subcontractors, or vendors to the Contractor who are critical to the outcome of the project and are being paid with PIER funds. Key Subcontractors have expertise in the project field or experience that is not available from another source. Replacing these subcontractors may be difficult because of their expertise, which may affect the outcome of the project. Subcontractors who are DVBES are also considered Key Subcontractors.

**Major Subcontractors:** Contractors, subcontractors, or vendors to the Contractor who are budgeted to receive at least \$100,000 or 25% of the total PIER contract funds (whichever is less) and must provide detailed budget forms.

**Milestone:** A significant point in the performance of the project. Examples include the Critical Project Review, the completion of a task, the submittal of a deliverable, the completed installation of a piece of hardware, and the initial operation of a new system.

**Minor Subcontractors:** Contractors, subcontractors, or vendors to the Contractor who are budgeted to receive less than \$100,000 or 25% of the total PIER contract funds (whichever is less) and do not need to provide detailed budget forms.

**Objective:** Specific strategies to achieve a goal.

**Partnerships:** In the context of this RFP, "partnerships" are defined broadly to encompass a variety of cooperative relationships such as vendor/customer relationships, government/private sector cooperation, or other business relationships which may or may not be contractual in nature.

## IV. Administrative Information

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**Private Benefit:** Private benefit is an economic return or profit that the Bidder or a member of the team acquires for its own advantage.

**Project:** An RD&D effort intended to advance a specific science and/or technology that is guided by a set of goals and objectives and that is implemented according to a valid technical approach.

**Proposal:** The formal written response to this RFP from the Bidder. If the Energy Commission funds the proposal, the proposal will be expressly incorporated into the Agreement.

**Public Benefit:** A project produces public benefits if it achieves one or more of the following five objectives: (1) improves energy cost or value, (2) improves the environment, public health and safety, (3) improves energy reliability, quality or sufficiency, (4) strengthens the California economy, and (5) provides consumer choice.

**RD&D:** Research, Development, and Demonstration

**RFP:** Request for Proposal. (This entire document) The competitive process for selecting Contractor(s) to provide services for the benefit of the Energy Commission and the public.

**Research:** The careful, systematic, and reasonably thorough study and investigation in a particular field of knowledge, for the purpose of discovering or establishing facts or principles and developing a product or process.

**Stakeholder:** An entity, such as an individual, corporation, trade organization, end user, research organization, university, regulatory body, government agency, financial organization, sponsor, or marketer that has a title, financial share, special skill or resource, mandated responsibility, or other direct interest in the undertaking to develop, enable, negotiate, deploy, or commercialize a technology.

**State:** State of California.

**Subcontractor:** For the purposes of this RFP, contractors, subcontractors, or vendors to the Contractor.

**Successful Bidder:** A Contractor and Bidder whose project proposal is accepted by the Energy Commission to be implemented by an Agreement.

**Task:** A distinct effort that includes a goal, a description of related activities, a list of deliverables, a schedule, and a budget.

**Technology:** The body of knowledge, system component, device, manufacturing technique, material, etc. that will be improved as a result of the project proposed by the Bidder.

**Technology Transfer:** Dissemination of technical knowledge and know how and the transfer of developed technology and products from research stage to deployment stage.

## V. Proposal Format and Required Documents

### About This Section

This section contains the detailed technical and mandatory proposal format requirements, and the approach to be used by the Bidder for the development and presentation of proposal data. The format is prescribed to assist the Bidder in meeting State bidding requirements and to enable the Energy Commission to evaluate each proposal uniformly and fairly. Format instructions must be adhered to, all requirements and questions in the RFP must be responded to, and all required data must be supplied.

### Limitation in the Proposal Format and Length

Proposals must be presented in a clear, complete, and concise manner. The Volume 2, Table of Contents and Attachments 13 and 14, excluding the Appendices, should be kept to a combined maximum of thirty (30) pages of text. Bidders are strongly encouraged to limit the length of their proposals, while adequately covering the proposal requirements.

Bidders who believe that supporting documentation or additional explanations exceeding the thirty (30) page limit are needed may attach such information in appendices to their proposal. Appendices are appropriate for items such as calculations of public and private benefits and associated discussions, calculations of performance enhancements resulting from successful completion of the proposed work, and summaries of accomplishments from previous RD&D projects that are relevant to the proposed project.

### Notice of Intent to Bid Requirements

Bidders are **encouraged** to submit a "Notice of Intent to Bid" (RFP Attachment 1) to the Energy Commission by the date and to the address listed in Section I. The Notice may also be faxed to the Energy Commission's Contracts Office at (916) 654-4423. This Notice is not binding on prospective Bidders, but will be used to aid the Energy Commission in planning for the resources needed to evaluate proposals that are subsequently submitted. All Notices received by the Energy Commission will be kept confidential until the Notice of Proposed Awards is posted.

### Required Format for a Proposal

All proposals submitted under this RFP must be typed or printed using a standard 11-point font, singled-spaced and a blank line between paragraphs. Pages must be numbered and sections titled. Spiral or comb binding is preferred. Binders, colored photographs and colored graphs are discouraged.

Bidders **must submit** the original and 7 paper copies of Volume 1 and Volume 2. Submittals must be printed front to back.

Bidders **must also submit** electronic files of the proposal on CD-ROM diskette along with the paper submittal. Electronic files must be in Microsoft Word XP or 2002 and Excel Office Suite formats. Electronic files submitted via e-mail will not be accepted.

## **V. Proposal Format and Required Documents**

**Organize your proposal as follows (note: not all sections applicable to all proposals):**

### **Volume 1 Administrative Section**

Cover letter	
Application and Project Information Form	Attachment 2
Contractor Certification Clauses	Attachment 3
Disabled Veteran Business Enterprise Program Requirements Form	Attachment 6
California-Based Entity Questionnaire	Attachment 8
Target Area Contract Preference Act Form (Std. 830)	Attachment 9
Enterprise Zone Act Preference Request Form (Std. 831)	Attachment 10
Local Agency Military Base Recovery Area Form (Std. 832)	Attachment 11
Darfur Contracting Act	Attachment 12

### **Volume 2 Technical and Cost Section**

Table of Contents	
Executive Summary	Attachment 13
Project Description	Attachment 14
Project Manager and Project Team	Attachment 14
Project Funding and Match Funding	Attachment 14
Royalty Payment Exemption	Attachment 14
Scope of Work	Attachment 16, Exhibit A
Schedule of Deliverables & Due Dates	Attachment 17, Exhibit A-1
Detailed Budget	Attachment 17, Exhibit B
List of Contacts, Key Personnel, and Key Subcontractors	Attachment 17, Exhibit F
Customer References	Attachment 18
Appendices	
<input type="checkbox"/> Team Resumes	
<input type="checkbox"/> Match Funding Letters of Commitment	
<input type="checkbox"/> Other supporting documentation, if applicable	

## **V. Proposal Format and Required Documents**

### **Volume 1 - Administrative Information**

The following is a list and brief description of the items (sections) that must be submitted in Volume 1 of each proposal. Bidders should carefully read this format and content information (along with the technical eligibility, completeness and feasibility criteria, as well as the technical and policy evaluation criteria) to understand the relative importance of the information being requested in the Bidder's proposal. The following sections must be included, complete, and accurate, or the proposal will fail the completeness screening and will be rejected prior to technical evaluations.

#### **1. Cover Letter**

The Bidder must submit a cover letter on company letterhead signed by a person who has the authority to bind the Bidder to an Agreement for the proposed work. The letter must include the category team they are applying for in the RFP.

#### **2. Application and Project Information Form, Attachment 2**

Complete the Application and Project Information Form. Have a person who is authorized to sign Agreements for your company sign the original of this form as the "Authorized Official." Note that Articles of Incorporation, Partnership Agreement, and Fictitious Name Filing, where appropriate, are requested under Item Number 6, Type of Entity or Business Organization.

#### **3. Required Administrative Forms and Documents**

##### **A. Contractor Certification Clauses Package, Attachment 3**

These are standard terms and conditions required to enter into an Agreement with the State of California.

##### **B. Disabled Veteran Enterprises Participation Compliance, Attachment 6**

Public Contract Code Part 10115, et seq., and Title 2, California Code of Regulations, Part 1896.62, require all Contractors who are not governmental agencies to pursue Disabled Veteran Business Enterprise (DVBE) participation in their project. Bidders must either have three (3) percent DVBE participation in the project or must document a good faith effort to obtain DVBE participation. Failure to comply with this requirement by submitting complete DVBE documentation in the proposal will result in immediate rejection of the bid and disqualification from eligibility and completeness screening, technical evaluation scoring and Agreement award.

Use Attachment 4 to document DVBE participation and/or good faith efforts. It is important that Bidders thoroughly read the instructions provided.

##### **C. Small Business Preference, Attachments 2 and 4**

California Government Code Section 14835, et seq., requires that a five percent (5%) preference be given to Bidders who qualify as a small business. To qualify for the small business preference points in the evaluation criteria, Bidders can be identified as a small business through either:

- ☐ The State of California, Department of General Services, Office of Small Business Certification and Resources (OSBCR) formal certification processes. The Bidder must include a copy of the approved certification letter or application for certification, or
- ☐ The Federal Government, Small Business Administration (SBA) self-certification guidelines.

Bidders claiming small business preference must indicate either State of California or Federal Government qualification on Attachment 2, Application and Project Information Form. Small Business points will be awarded only if the Bidder qualifies. A Bidder having a small business subcontractor does not qualify the Bidder for the small business preference points.

## **V. Proposal Format and Required Documents**

### **D. California-Based Entity, Attachment 8**

Assembly Bill 2267 (Fuentes, Chapter 537, statutes of 2008), requires the Energy Commission's Public Interest Energy Research (PIER) Program must give a priority to "California-based entities" (CBEs) when making awards. To implement this law, the Energy Commission will award preference points if the proposal meets the criteria for a CBE as described in Attachment 7.

### **E. Darfur Contracting Act of 2008, Attachment 12**

Effective January 1, 2009, all Requests for Proposals (RFP) must address the requirements of the Darfur Contracting Act of 2008 (Act). (Public Contract Code sections 10475, et seq.; Stats. 2008, Ch. 272). The Act was passed by the California Legislature and signed into law by the Governor to preclude State agencies generally from contracting with "scrutinized" companies that do business in the African nation of Sudan (of which the Darfur region is a part), for the reasons described in Public Contract Code section 10475.

## **V. Proposal Format and Required Documents**

### **Volume 2 – Technical and Cost Information**

The following is a description of the items (sections) that must be submitted in Volume 2 of each proposal. Bidders should carefully read this format and content information (along with the eligibility, completeness and feasibility criteria, and the evaluation criteria presented above) to understand the relative importance of the information being requested in the proposal. The following sections must be included or the proposal will fail the completeness screening and will be rejected prior to technical evaluations.

Below is a detailed description of the information the Bidder should present in Volume 2.

**1. Table of Contents**

**2. Executive Summary, Attachment 13**

Bidders must use this template to prepare an Executive Summary (no more than two [2] pages). The instructions provided in Attachment 9 will guide the Bidder in completing this section of the proposal.

**3. Project Description, Attachment 14**

Bidders must use the template provided to document the proposed project description. The instructions provided in Attachment 10 will guide the Bidder in completing this section of the proposal.

**4. Project Manager and Project Team, Attachment 14**

Bidders must use the template provided to document the proposed Project Manager and project team. The instructions provided in Attachment 10 will guide the Bidder in completing this section of the proposal.

**5. Project Funding and Match Funding, Attachment 14**

Bidders must use this template provided to document the proposed project funding and match funding. The instructions provided in Attachment 14 will guide the Bidder in completing this section of the proposal.

**6. Royalty Payment Exemption, Attachment 14**

**7. Project Scope of Work, Attachment 16, Exhibit A**

Bidders must use the template provided to describe the proposed project scope of work. There are detailed instructions provided in Attachment 15, as well as examples, to facilitate the preparation of this section of the proposal.

**8. Schedule of Deliverables & Due Dates, Attachment 17, Exhibit A-1**

Bidders must provide a completed Schedule of Deliverables and Due Dates following the instructions contained in that attachment.

**9. Detailed Budgets, Attachment 17, Exhibit B**

Bidders must provide completed budget templates, following the instructions contained in that attachment.

**10. List of Contacts, Attachment 17, Exhibit F**

Bidders must complete the List of Contacts.

**11. Customer References, Attachment 18**

Bidders must list Customer References for projects related to the work being proposed. Continuation sheets may be used as needed.

**10. Appendices**

Bidders must attach all information not covered in the previous forms as appendices, including but not limited to: resumes of Key Personnel and Key Subcontractors, PAC letters, match letters, etc.

## VI. RFP Attachments

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### TABLE OF CONTENTS

Attachment No.	Attachment Title	
1	Notice of Intent to Bid	
	VOLUME 1 FORMS	
2	Application and Project Information Form	
3	Contractor Certification Clauses	
4	Certified Small/Micro Business & Non-Small Business Information	
5	Certified Small/micro Business, non-small business and DVBE Certification Instructions	
6	California Disabled Veteran Owned Business Enterprise Program Requirements Form (Std. 840)	
6a	Bidder Declaration	
7	California-Based Entity Requirements	
8	California-Based Entity Questionnaire	
9	Target Area Contract Preference Act Form (Std. 830)	
10	Enterprise Zone Act Preference Request Form (Std. 831)	
11	Local Agency Military Base Recovery Area Form (Std. 832)	
12	Darfur Contracting Act	
	VOLUME 2 FORMS	
13	Executive Summary Form	
14	Project Description, Project Manager and Project Team, Project Funding and Match Funding, and Royalty Payment Exemption	
15	Scope of Work Instructions	
16	Scope of Work Template	
17	Exhibit A-1, Exhibit B, and Exhibit F	<u>36 Pages Total</u>
	Budget Workbook Instructions	<u>Pages 1- 4</u>
	Exhibit A-1, Schedule of Deliverables and Due Dates	<u>Pages 5-6</u>
	Exhibit B, Budget Forms	<u>Pages 7-35</u>
	Exhibit F, List of Contacts	<u>Page 36</u>
18	Customer References	
	REFERENCE	
19	Prevailing Wage Compliance Qs & As	
20	Prevailing Wage Special Condition	
21	Prevailing Wage Compliance Certificate	

*Note that several of the RFP Attachments (labeled Exhibits) will become part of the Agreement that is signed by the awarded Bidder.*